



# SPECIAL MEETING MINUTES March 17, 2020

A special meeting of council was held in the chambers room at the Town of Main Brook's Municipal Building. March 17, 2020 @3:15 PM

## I. Roll Call

### Presiding:

*Mayor Barbara Genge  
Deputy Mayor Joseph Brown*

### Members of the Council:

*Councillor Randy Strangemore  
Councillor Ian Brenton  
Councillor Anne Pilgrim*

### Staff Members Present:

*Sherry Reid Town Clerk/Manager, Dana Mitchelmore, Ben Wiper (Remotely)*

### Additions to agenda – Jaws of Life and Capacity Grant

**Call to Order: 3:15 PM**

## II. ADOPTION OF THE AGENDA

### **Motion 2020 - #024**

*Deputy Mayor Joseph Brown/Councillor Ian Brenton*

Move to adopt the agenda as amended

All in favor

motion carried

### III. ADOPTION OF THE MINUTES

#### **Motion 2020 - #025**

***Councillor Anne Pilgrim/Councillor Randy Strangemore***

Move to adopt and sign the meeting minutes of **February 11, 2020** as presented

All in favor

Motion Carried and Signed

- **Corona Virus** – M. Genge addressed the issues regarding the Covid-19 & Government announcements. Discussion took place surrounding the operation of the Town office and staffing. Council agreed that the office would be closed to the public until further notice and Town Clerks would work in the office but would communicate with that residents that if they wish to speak with the Town Clerk they can by appointment only basis and taxes can be paid online via credit card or send check or money order. M. Genge requested the clerk send out a notice to the residents addressing this matter.

#### **Motion 2020 - #026**

***Councillor Anne Pilgrim/Councillor Randy Strangemore***

Move to close the Town Office to the public following the guidelines set out by PMA.

All in favor

Motion Carried and Signed

- **Special Assistance Funding** – Mr. Wiper gave council members an update on the special assistance grant to which he informed them that the quotes have been updated and the application has been sent. As well, that he has confirmation from Robert Hann of Municipal Affairs, that the application has been received by him and submitted for final approval stages.  
ACOA application is in the process of being completed and Mr. Wiper informed council that it should be done by months end. He also gave a brief outline of the process and cost sharing of the project, as well it was agreed that any moneys that need to be raised as the Towns share would come from the private sector.

#### **Motion 2020 - #027**

***Councillor Ian Brenton/Councillor Anne Pilgrim***

Move to apply for the ACOA project.

All in favor

Motion Carried

- **Employee Policy** – All members of council have reviewed the policy and agreed with its content.

#### **Motion 2020 - #028**

***Councillor Ian Brenton/Councillor Anne Pilgrim***

Move to approve the new employee policy as presented.

All in favor

Motion Carried and Signed

- **Upcoming projects – 1. Habitat for Conservation Plan:** M. Genge spoke briefly about the project and how it could benefit the Town. Mr. Wiper informed council that he has been conversing with others who have been with this organization to get a better understanding of the project. After more discussion, council felt they needed more time to review the plan before making a decision. Tabled
  - 2. Cultural Events for CHY2020:** Applications are out for cultural events for \$500. The members discussed and will apply for this funding.
  - 3. Jaws of Life –** Mr. Wiper informed council that he has been working on funding with both emergency services and IGA for this piece of equipment for the Fire Department Emergencies. Discussion took place and council agreed to the funding application
  - 4. Capacity Grant –** The council discussed applications for funding for 3 needed pieces of equipment for fire and emergency situations.
  - 5. United Way –** M. Genge spoke about the need for proper equipment and supplies for the Community Center. The grant is for \$10,000. Council agreed to apply
- After reviewing and discussing all upcoming grants listed council decided to make a motion**

**Motion 2020 - #029**

**Councillor Randy Strangemore/Councillor Anne Pilgrim**

Moved to apply for all projects listed as follows: Habitat for Conservation Plan, Cultural Events, Jaws of Life, and Capacity grant.

All in favor

Motion Carried

- **FCM Funding –** Mr. Wiper briefly outlined the factors involved in funding for a Truck/Sander. He informed council that a new truck for salting/sanding and other maintenance work is eligible, but there were steps to become eligible, one of them being a feasibility study that shows how much greenhouse gas emissions the truck would eliminate from replacing some loader work with a smaller, more energy/fuel efficient truck

**Motion 2020 - #030**

**Councillor Ian Brenton/Councillor Randy Strangemore**

Moved to give permission to Mr. Wiper to check into this for more information

All in favor

Motion Carried

**Motion 2020 - #031**

**Deputy Mayor Joseph Brown/Councillor Randy Strangemore**

Moved to pay bills as presentd

All in favor

Motion Carried

**Call to Close:**

**Motion 2020 - #32**

**Deputy Mayor Joseph Brown/Councillor Ian Brenton**

Moved to Call to close meeting of March 17, 2020

**Next meeting will be held to be determined**

**Meeting adjourned 6 PM**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Town Clerk/Manager



